

## **Minutes of DAAC Meeting**

### **Attendance**

DAAC members present were: Seren Derin (SD), Chair; Joe Tringali (JT), Vice-chair; Irene Barrelet (IB), Clerk; Gerry Weiss; Joan Swift (JS); Dana Goddard (DG); and Nathaniel Malloy, DAAC staff liaison.

Others present were: Tory Dixon, Kevin Eddings, Complete Streets

Absent: Jim MacRostie (JM)

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### **CALL TO ORDER**

Ms. Derin called the meeting to order at 11:35 a.m.

### **ANNOUNCEMENTS**

None

### **MINUTES**

No minutes were reviewed

### **NEW BUSINESS**

#### *Kevin Eddings-Complete Streets*

Mr. Eddings, a member of the Complete Street subcommittee of the Public Transportation and Bicycle Committee, made a presentation to the DAAC regarding their effort to implement a policy in town encouraging complete streets—bicycle lanes, bus shelters, accessible walkways—when roads are upgraded and repaved. More information about complete streets can be gathered at [www.completestreets.org](http://www.completestreets.org). The 4-member subcommittee formed in response to the bond passed at last year's Town Meeting to try and include these elements before work begins this summer. The additional cost of achieving complete streets, approximately \$500,000, would be offset by extending the bond work for one year and seeking additional grant funding. The Complete Streets Subcommittee has developed an inventory of the streets included in the bond work, noting when extra elements and components are needed to make a complete street. Mr. Eddings encouraged the DAAC to review this inventory to determine if other elements and priorities could be assigned to the list. Mr. Eddings explained that their intention is to finalize the recommendations and have them approved and inserted into the Pavement Improvement Plan (PIP) before work begins.

DAAC members recommended:

- That the Boltwood Walk area be included in the complete streets initiative
- Audible pedestrian crossing signals are important to have at intersections in the down town and village centers
- If bus shelters and pull-offs are provided, make certain that they are accessible—a wheelchair space under the shelter and that there is enough width between shelter and bus to navigate.
- As sidewalks transition at an intersection, tactile paving be installed and that all ramps are the correct slope.

The DAAC invited Mr. Eddings back to their March 7<sup>th</sup> meeting when he can discuss in more detail the street list and any improvements recommended by the DAAC.

#### Council on Aging

Mr. Gordon from the Council on Aging has contacted Seren to let her know that they are aware of the (HP) parking issues in the Town Center, and that they would like to work with the DAAC to improve the parking—meters, signs, HP parking, enforcement. Mr. Gordon will meet with the DAAC at a subsequent meeting to discuss the details.

The DAAC quickly recited a few parking issues in the Town Center:

- There are a limited number of van accessible spots and they are frequently occupied by cars.
- There are no van-only accessible spots in public lots
- Citizens need to be reminded that with an HP placard, they can park in a metered spot without paying.
- Would the State (or the Town) issue seasonal-use placards?

#### Kendrick Park Concept Plans

The concept plans were not ready to be reviewed. The DAAC requested that an earlier memo to the Kendrick Park Design Committee be forwarded to the consultants to notify them of the committee's suggestions and concerns. Plans will be reviewed when available.

### **OLD BUSINESS**

#### Crocker Farm Elementary School Playground

The Committee reiterated the importance of sending a memorandum to the principal, school committee and Select Board explaining the lack of accessibility in the new playground and issues with the HP parking:

- The ramps to the play area
- The groundcover in the play area
- Accessible play equipment
- HP parking-signs and location (especially in location to the bus stop)

It was also suggested that the memorandum ask those interested to attend a DAAC meeting to learn more about the details. It was also suggested that the Committee attend a site visit in the spring.

#### Update to the Town's Transition Plan

The Committee discussed the best approach to begin the update process. It was agreed that the Human Resources Director would attend a future meeting to discuss the process used to generate the current plan. The Committee also agreed that any correspondence to departments within Town government need to be sent in a formal letter from the Town Manager—this would help ensure a response. It was discussed whether a corrective action plan or some level of accountability (penalties) could be placed on departments that do not implement the accessible strategies. It was suggested that the Transition Plan implementation steps be folded into the annual budget planning process with the Joint Capital Planning Committee (JCPC).

**Materials Distributed at Meeting** (available upon request in the Planning Department at Town Hall)

Agenda  
UMass AAB Variance Application  
Map of Boltwood Parking Lot  
Complete Streets inventory list and informational letter

**Next Meeting(s)**

March 7, 2011 at 11:30 a.m.

**Adjournment**

The meeting adjourned at 12:58 PM

Respectfully submitted,  
Nathaniel Malloy, staff liaison